

TOWN MANAGER REPORT

02/28/2022

Incorporated 1669
353 Years of Progress



CRANBERRY CAPITAL
OF THE WORLD



Town of Middleborough
Massachusetts

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Town Manager

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Town Manager's Report

February 24, 2022

2/14/22 – 2/24/22

Team Meetings

1. DPW

- a. Wind storm recap
- b. DPW Building
- c. Highway
 - Snow storm recap
 - Potholes
 - Complete Streets
 - Wareham Street project (TIP)
- d. Montello Street
- e. Wastewater
 - Plant issues
 - Permit
- f. Water
 - Plymouth Street exploration
 - Tank project
 - Mizares Well
 - Water lead pipe replacement project
 - PFAS
 - East Grove Street
 - Amory Engineering

Zoom Meetings/Telephone Meetings with Department Heads

1. Facilities Manager

- a. Snow removal
- b. Custodial
- c. FY23 Budget
- d. Town Hall
 - HVAC
 - Dome update
 - T Mobile
- e. Town Hall Annex
 - HVAC
 - Veteran's office
- f. Green School
 - Foundation

- g. Oliver House
 - Interior paint project
 - Events
- h. Peirce Building
 - Additional windows
 - Building update Feasibility Study
 - Historic architect
 - Survey
- i. Council on Aging
 - Sprinkler system insurance claim/Scope of work
 - Emergency procurement project

2. DPW Director, Water Superintendent

- a. Discussion with engineers from Wright Peirce
 - Lead water line replacement
 - ARPA funding
 - Data collection
 - # of services
 - Public education
 - Field work
 - Evaluation phase
 - Plan implementation

3. Veteran's Agent

- a. FY23 Budget
- b. Staffing
- c. VSO conference
- d. Caseload
- e. Reimbursements/training
- f. Office wall
- g. Adopt-a-Vet program
- h. Annual Report
- i. Memorial Park/Community service project
- j. Facebook
- k. Hometown Heroes project

4. Director of Pupil Personnel Services

- a. Candidate for School Superintendent

5. Police Chief, Fire Chief

- a. Discussion with Director of Pupil Personnel

6. Park Superintendent

- a. Skate Park CPC
- b. Basketball Court (STM)
- c. Playground
- d. Ice skating
- e. Projects

7. DPW Director, Water Superintendent

- a. Amory Engineering

8. DPW Director, Water Superintendent

- a. Discussion with Attorney Matt Feher of KP Law
 - Amory Engineering contract/invoices

9. Clerk

- a. BP election
- b. Archives audit
- c. Local census
- d. Local election
- e. Dog licensing
- f. Election legislation

10. Facilities Manager

- a. Discussion with the Master Gardeners regarding the grounds at the Oliver Estate
 - Volunteer days
 - Events

11. Facilities Manager, Director of OECD

- a. Discussion with Selectman Demers regarding the Feasibility/Analysis study of the Peirce Building
 - Scope
 - Uses
 - Next steps

12. DPW Director, Water Superintendent

- a. Plymouth County ARPA Risk Assessment Call with a representative of CliftonLarsonAllen LLP

Building Committee Meeting

1. DPW

- a. Warranty items
- b. HVAC
- c. Invoices
- d. Old DPW site update
- e. 2021 Annual Report

Town Committee Meeting

1. Cable Committee

- a. Negotiations with Comcast

2. Peirce Reuse Committee

- a. Destination Grant
- b. Building update
- c. Feasibility study/analysis
- d. Next steps

Building Construction Job Meeting

1. Elevated Storage Tank Project

- a. Project update
- b. Steel
- c. Painting
- d. Look ahead
- e. Completion date

Project Review Committee Meeting

None

Downtown Improvement Committee Meeting (2/18)

1. Branding follow up
2. Implementation
3. BOS meeting
4. Next steps

Town Manager's Facebook Page (2/11/22 – 2/23/22)

- 5,599 Followers
- 67,050 Posts reached
- 20 Posts e.g. Community Events, Town Government Information

Cannabis Host Community Agreement (HCA) Negotiations

None

Meetings with Vendors/Contractors who have a contract with the Town, Businesses, Non-Profit Organizations

1. Discussion with Attorney Gregg Corbo of KP Law and Selectman Germain

- a. Rent adjustments at Oak Point

2. Discussion with the real estate broker of 49/21 North Main Street

- a. Renovation project
- b. Apartments
- c. Parking
- d. Permitting

3. Discussion on the Job Shadowing Program with a student from Suffolk University

- a. March 30th

Communication with Federal, State and Local Government Agencies/Departments

1. Southcoast Rail Stakeholders Meeting

- a. Construction update
- b. Construction activities completed
- c. Work planned for 2022
- d. Noise update
- e. Outages
- f. Off-site traffic mitigation
- g. Permitting

FY22 Strategic Plan

- 1. Implementation of FY22 Strategic Plan is ongoing

Technical Assistance

None

Appointments/Reappointments

None

Contract Negotiations

- 1. Collective bargaining negotiations with the clerical union (2 meetings)
- 2. Collective bargaining negotiations with GMEG

This Town Manager's Report does not include a log for time spent interacting with residents/constituents, business owners, meeting prep time, day-to-day management issues or attendance at community events.